



DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the Secretary

Assistant Secretary for Public Affairs
Washington, D.C. 20201

Case No. 2019-00737-FOIA-OS

April 3, 2019

Sam Richards
MuckRock News
DEPT MR 70773
411A Highland Ave
Somerville, MA 02144-2516

Dear Sam Richards:

This letter is to acknowledge receipt and obtain clarification regarding the subject matter of your March 21, 2019, Freedom of Information Act (FOIA) request. Specifically, you requested the following:

“Documentation, emails, memos and any other references to Eli Lilly and Company, Biotechnology Innovation Organization, Humalog and Insulin.”

We are unable to ascertain from your request which particular agency records you wish to obtain because you did not include a timeframe/date range in your FOIA request, nor does your request indicate the names of employees or staff/operating divisions at the Department of Health and Human Services. This information is needed in order for us to conduct a thorough search for the records you requested.

The FOIA allows the public to request access to "reasonably described" existing agency records (subject to any applicable FOIA exemptions to disclosure). This means you must describe the category of records you are seeking or the actual document(s), and provide sufficient details to permit a search with reasonable effort, utilizing existing indices and search tools. Unfortunately, you have not described the records with enough specificity to allow us to continue with the processing of your request.

At this time, we have placed your request in “tolled” status. Therefore, please clarify and describe the records you are seeking, by sending an email to Jacqueline Trent, of my staff, at jacqueline.trent@hhs.gov or calling her at 202-260-1911.

After you further advise us what records you are seeking, we can begin to process your FOIA request.

If you have not contacted our office within 20 business days from the date of this letter, your request will be administratively closed. Therefore, no action on your part is needed if you no longer have a need for the records.

Sincerely yours,

A handwritten signature in black ink, appearing to read "M. S. Marquis", with a stylized flourish at the end.

Michael S. Marquis
Director
Freedom of Information and Privacy Acts Division